



STATE OF WASHINGTON  
DEPARTMENT OF COMMERCE  
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000  
[www.commerce.wa.gov](http://www.commerce.wa.gov)

December 11, 2023

The Honorable William A. Finn  
Mayor of Woodland  
Post Office Box 9  
Woodland, Washington 98674

*Delivered via email.*

RE: Middle Housing Program Grant

Greetings:

I am pleased to inform you the City of Woodland has been awarded \$50,000 in 2023-2025 Middle Housing Grant Program funds to support the adoption of policies and codes and the implementation of other measures specific to HB 1110.

The Washington Department of Commerce, Growth Management Services (GMS) unit will administer the middle housing grant program. **Before we disburse the funds, a contract with a final agreed upon scope of work and budget will need to be discussed and executed between your organization and the Department of Commerce.** Funds may be retroactively applied to project costs related to your grant scope of work, beginning July 1, 2023, the date the funding became available.

Please note, these funds are specifically for middle housing activities and may not pay for work already paid for by other Commerce grant programs such as periodic update grants or climate grants. Thus, that may need to be addressed during the finalization of your contract.

These grant funds are authorized by the 2023-2025 State Operating Budget ([Senate Bill 5187](#)) which directs Commerce to administer grants and provide technical assistance to cities or counties for actions relating to adopting ordinances that plan for and accommodate housing.

Deborah Jacobs or another member of our team will be in touch with you to develop the contract and answer questions. You can reach Deborah at [Deborah.Jacobs@commerce.wa.gov](mailto:Deborah.Jacobs@commerce.wa.gov).

Sincerely,

Dave Andersen, AICP  
Managing Director  
Growth Management Services

cc: Travis Goddard, Director  
Georgina D. Anderson, Deputy-Clerk Treasurer  
Catherine McCoy, Growth Management Services  
Anne Fritzel, AICP, Housing Programs Manager, Growth Management Services  
Dave Osaki, Middle Housing Program Manager, Growth Management Services  
Deborah Jacobs, Housing Contracts Officer, Growth Management Services